



Antelope 6 AI Capture App Setup Guide

Created By

Antelope International Limited

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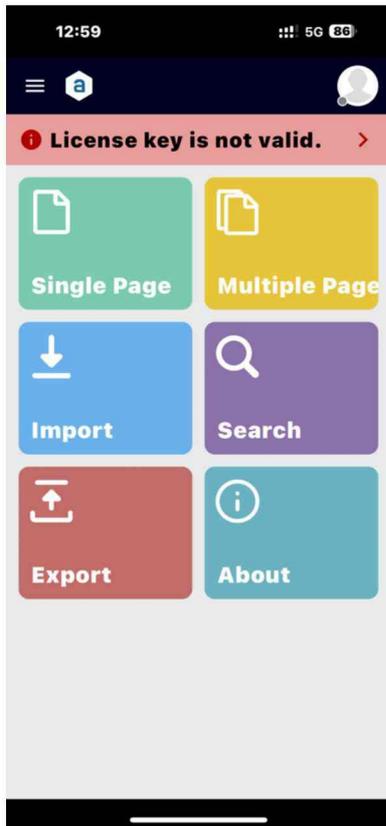
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A. Apply a license

1. All new install AI Capture mobile app does not come with a license. Click on the license bar.



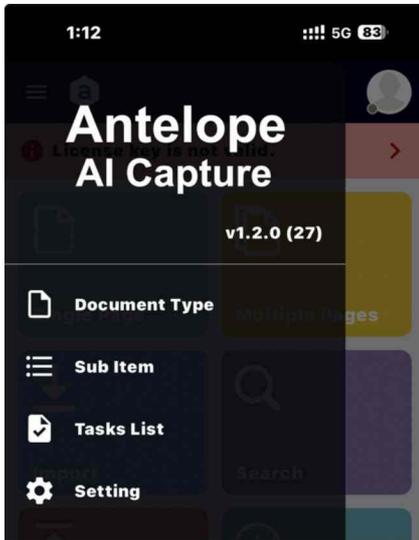
2. The License Setting window will appear. Input the license.



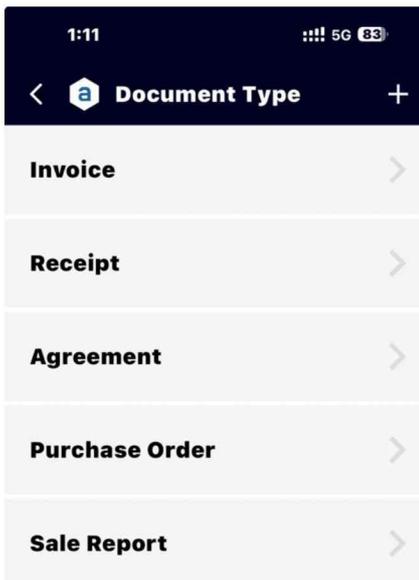
3. Click the Confirm button to apply the license.

B. Document Type

1. Although AI Capture can recognise different document types without template, it is also recommended to define a “general document type” to increase the accuracy.
2. Click the hamburger icon from the top left-hand corner to pop-up the side bar.



3. Click Document Type to open the setup screen.

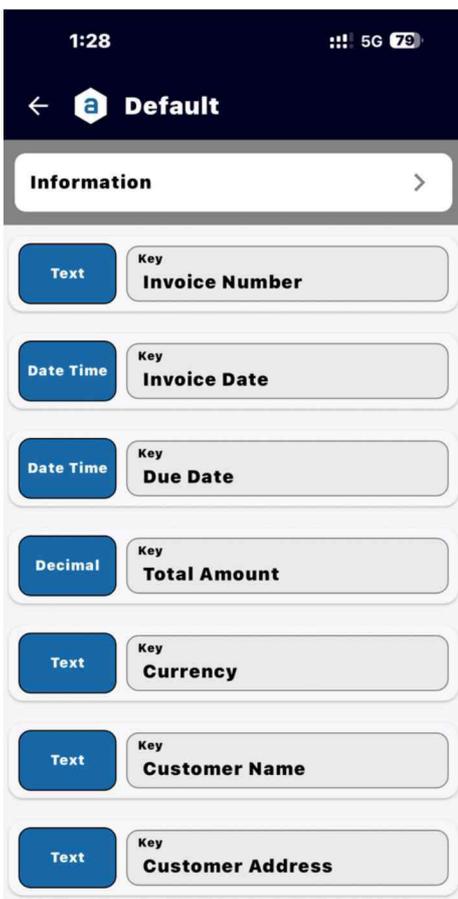


4. AI Capture has built-in templates that you can use out-of-box or fine-tune to suit your requirements.

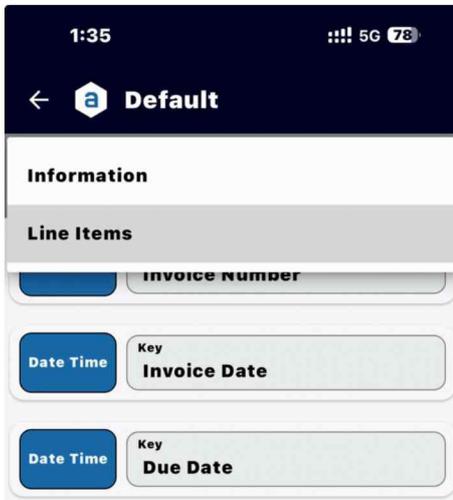
- For example, click the Invoice document type.



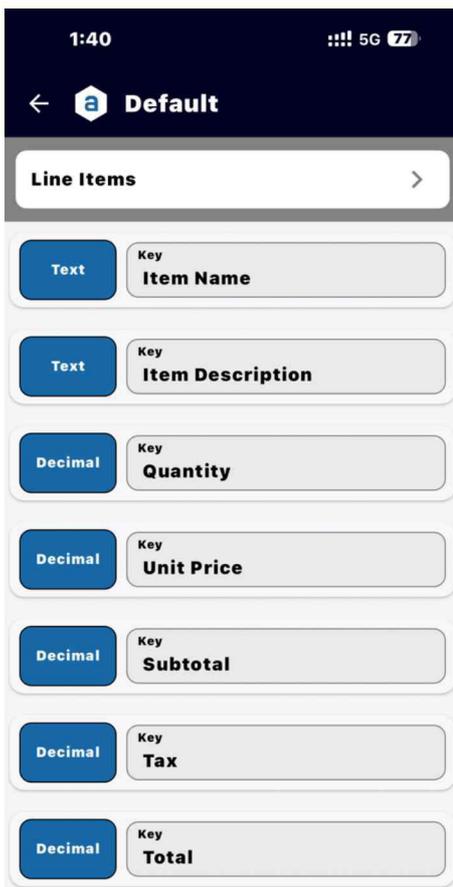
- Each document type comes with a default template. Click the Default template to view details.



- Each document template contains “Information Index Field” as the master template. For some document types which contains line-items such as invoices, receipts or purchase orders etc., you can select the line-items.



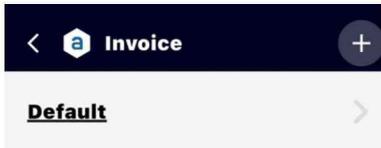
- The line-item index fields are listed.



- All document profiles Default templates are read-only and cannot be modified, if you want to create your own profile or download from Antelope Cloud / Workspace, you can refer to the next Section.

C. Create new Document Type

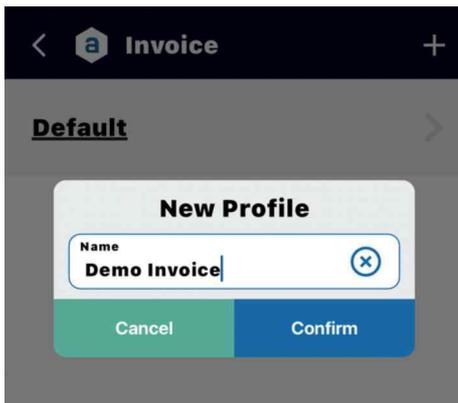
1. To create a new Document Type, click the Add icon from the top right-hand corner.



2. Select New Profile.



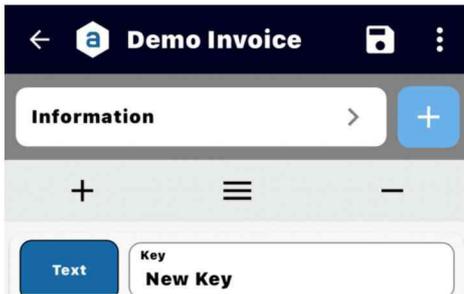
3. Input a profile name, for example, Demo Invoice. Click the Confirm button to create a new profile.



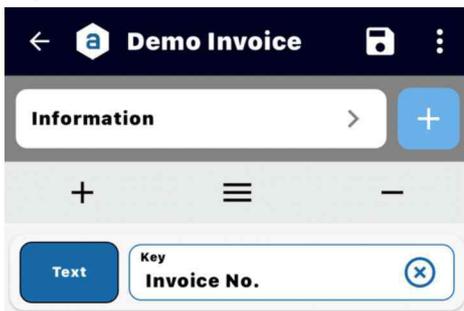
4. The Demo Invoice profile is created, click the profile to the index card panel.



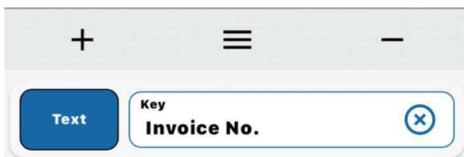
- By default, a new key is created. Click the “New Key” for renaming.



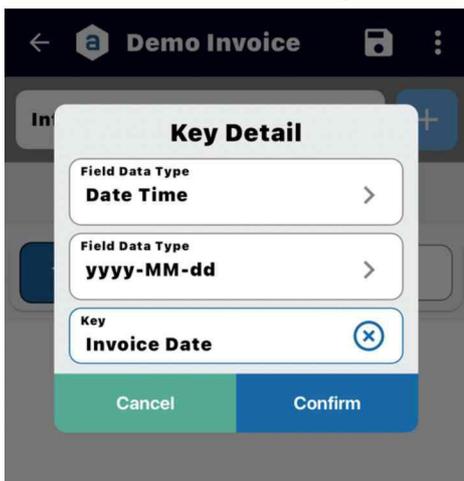
- Input “Invoice No.”



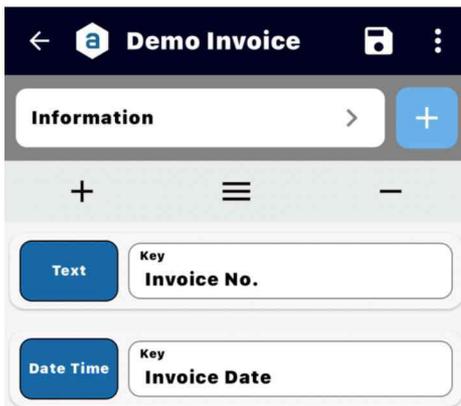
- Click the Add icon from the light grey bar.



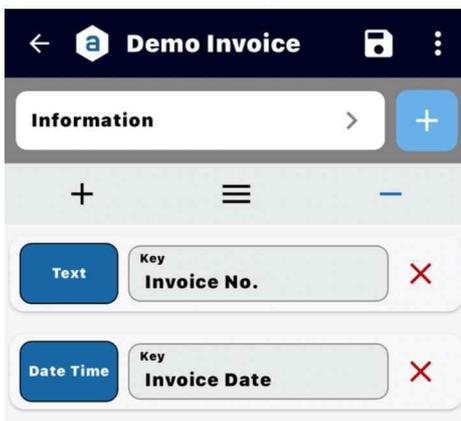
- From the Key Detail window, select Date Time from the Field Data Type and input “Invoice Date” on the Key field. Click Confirm button to add another index field.



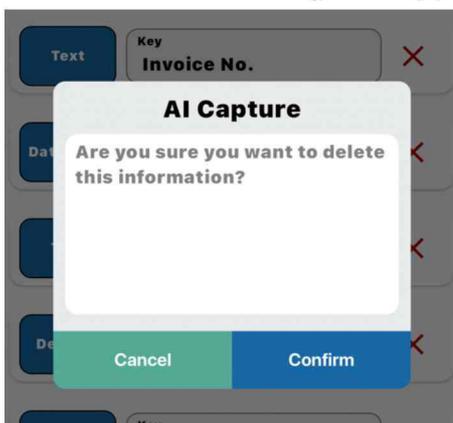
9. Here, you have created two fields already.



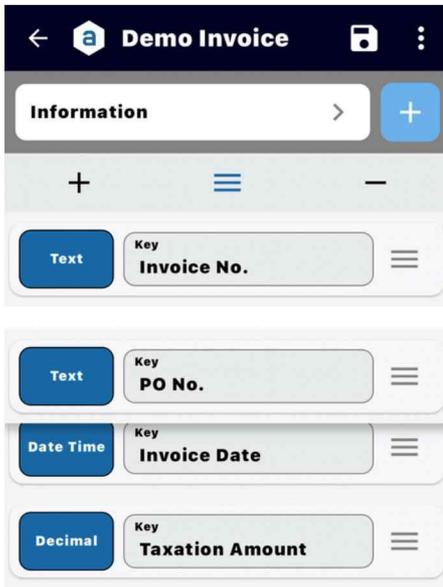
10. If you want to modify an existing field, click the blue button, modify your setting and commit changes.
11. To delete an existing field, click the Minus icon from the light grey bar.



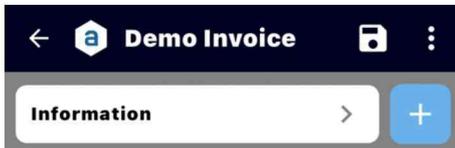
12. The index field list is changed into delete mode. Click the red delete icon on the field you want to delete.
13. A confirmation message will appear. Click Confirm to delete the field.



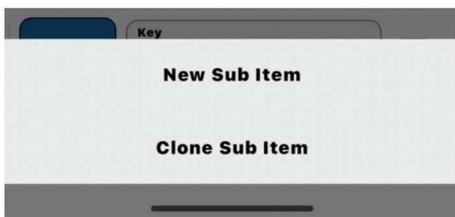
- To rearrange the index field sequence, click the hamburger icon from the light grey toolbar.



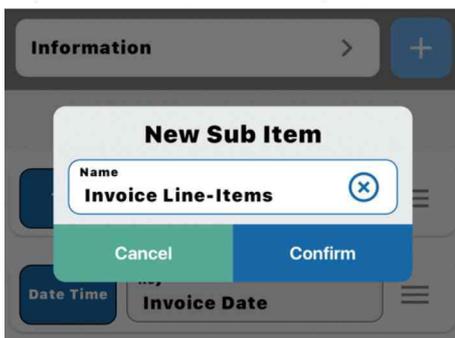
- The index field is changed into position mode. Press the hamburger icon for 1 second, and then drag-and-drop the index field to your required position.
- To add sub-items fields, click the blue Add button from the dark grey bar.



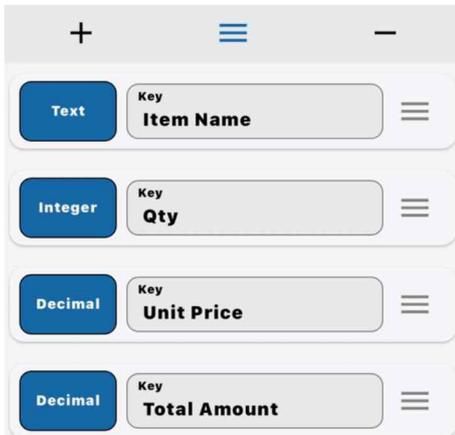
- Select "New Sub Item".



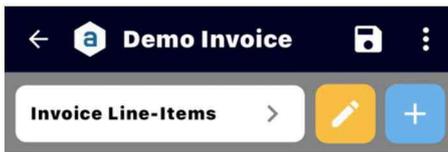
- Input a name, for example, "Invoice Line-Items". Click Confirm to save your changes.



19. Similar to the master profile, create the index fields, for examples, Item Descriptions, Qty, Unit Price, Total Amount.



20. You are required to save your Document Profile. Click the Save button from the top bar.



D. Download a Document Type from Antelope

1. You can download a Document Profile from the Antelope Cloud / Workspace site without manually create from sketch.
2. Click the Add button from the top right-hand corner.



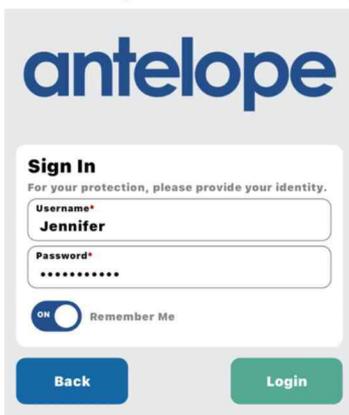
3. Select “Copy from Antelope”.



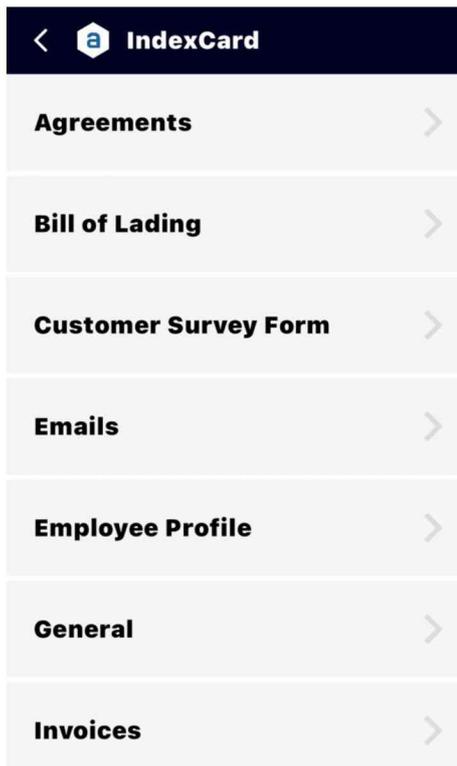
4. If you are the first time to login, input the Antelope site URL.



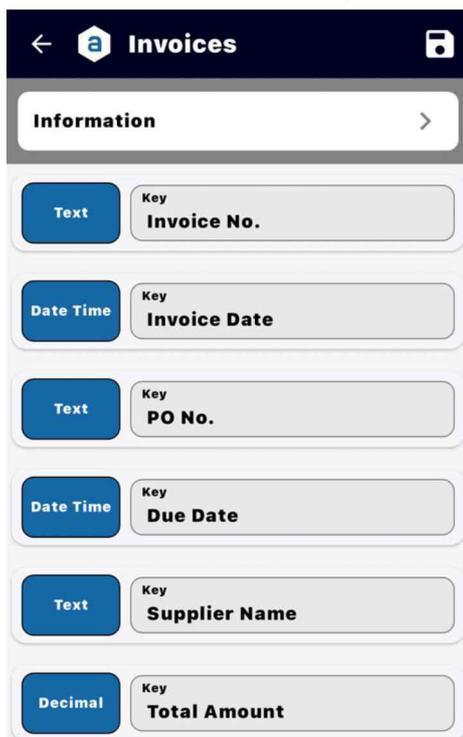
5. Follow by username and password.



6. It will list out all Document Profiles from Antelope site.



7. Select Document Profile, for example, Invoices.



8. The invoice profile from Antelope site will appear. You can make changes or alert the profile. Note, alert the project on AI Capture will not modify the profile on Antelope site.

9. Finally click Save button to sync the profile to mobile device.

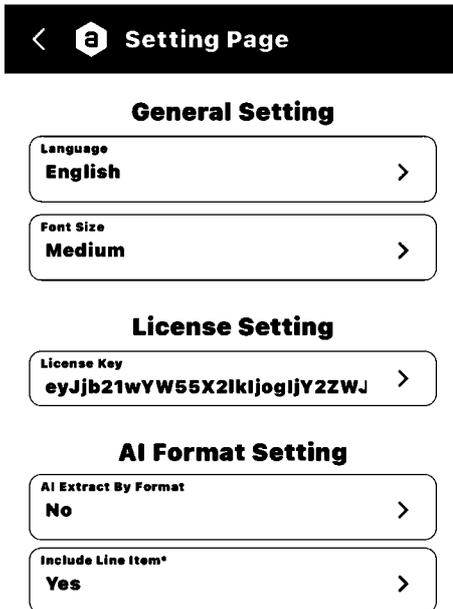


10. Any provide which is down from Antelope will have a label on it.

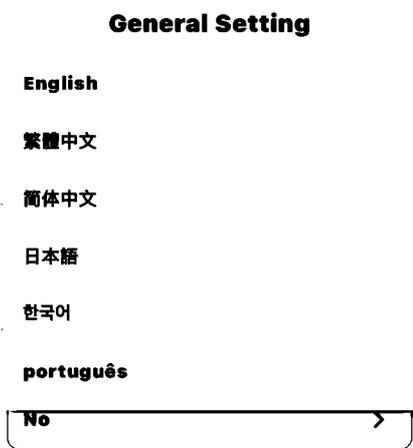


E. Setting

- The Setting page includes all background information of AI Capture.

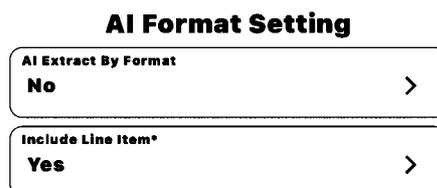


- AI Capture supports the following languages:



- You can set the default preferences during capturing including:

- Default document profile
- Process with Line-Item



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